



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Robert Leete • Director – Bill Mayer

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday April 15, 2020
REGULAR MEETING 7:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

NOTICE Coronavirus COVID-19

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877) 778-1806
CONFERENCE CODE **891949****

Download Agenda Packet and Materials at www.todb.ca.gov/

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. - By President Pease.
2. Pledge of Allegiance- Led by Vice President Gutow.
3. Roll Call- All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comment Regarding:

- Requesting transcriptions be done for future meetings. Also request to conduct Board Meetings through video conference.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for April 1, 2020. - Corrections were made to the minutes. Minutes were then approved with the edits.
Motion to approve minutes with edits by: Director Leete
Second by: Director Graves
Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0
2. Approve Register of District Invoices.
Motion to approve Register of District Invoices by: Director Leete
Second by: Director Graves
Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

3. Approve Report of Delinquencies and authorize staff to record a certificate of lien in the Contra Costa County Recorder's Office declaring the amount of charges and penalties due. – Removed

D. PRESENTATIONS

None

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Months of February 2020 and March 2020
Power Point presentation conducted by Berney Sadler, Project Manager. Director Mayer questioned legality of business running as bakeries from their home. Project Manager Sadler indicated that legality is undetermined. Director Mayer also questioned if there has been any changes to water productions lately. Project Manager Sadler responded that water production hasn't changed much since the stay at home order was issued. Vice President Bryon Gutow questioned the amount of wipes in the pipes and Project Manager Sadler replied no real changes have been noted. Director Graves reminded us that no wipes are disposable or appropriate to flush.
2. Customer Letter Update – Letter from Veolia to its customers regarding process of its practices during COVID-19 pandemic.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Approve the Proposed Water and Wastewater Rates Study for Fiscal Years 2020 through 2025; Approve the Proposition 218 Rate Study Mailer; Set a Public Hearing Date of June 3, 2020 for the Adoption of the Proposed Rate Increases; and Authorize Staff to Advertise the Notice of Public Hearing Meeting. Assistant General Manager, Dina Breitstein discussed the previous decision to move forward with option 3 for water rate increase, and option 4 for wastewater rate increase. General Manager Breitstein requested to move forward with rate study and Proposition 218 process.

Public comment regarding:

- Water and wastewater rate study conducted a year early. Expressed dissatisfaction with using bonds. Also, requested the Board discontinue citing 'future state mandated products.' Voiced concern regarding increases for water and wastewater rates and revenue bond debt.

Motion to 1) Approve the Proposed Water and Wastewater Rates Study for Fiscal Years 2020 through 2025; 2) Direct staff to set a Public Hearing on the adoption of the propose rate increases for June 3, 2020; (3) Direct staff to mail the Notice of Public Hearing to all affected property owners at least 45 days prior to the Public Hearing; 4) Direct staff to advertise the notice of the Public Hearing once a week for two weeks prior to the date set for the Public Hearing in a newspaper of general circulation; and 5) Direct staff to prepare the necessary Adoption Resolution pursuant to the Public Hearing date of June 3, 2020 by: Director Mayer

Second by: Director Leete

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

2. Discussion and Possible Action to Approve Resolution No 2020-08, Approving Installation of Playground Equipment Replacement at Ravenswood Park, Adopting a CEQA Exemption and Directing a Filing of the Notice of Exemption. Parks and Landscape Manager Bill Engelman discussed the cost of installation for playground equipment. Cost was originally estimated to be between \$45,000-\$55,000. New estimate for equipment installation is now between \$60,000-\$65,000 due to larger footing measurements. Parks and Landscape Manager Engelman also mentioned that Ravenswood Park's parking lot would need to be closed during construction. Clarification requested by Vice President Gutow as to why parking lot will also need to be closed. Parks and Landscape Manager Engelman indicated the closure was due to the need for space for the equipment and for the safety of everyone. Director Graves indicated that quality and safety were major components in making a decision to move this motion.

Motion to authorize the General Manager to execute all documents required to secure bids for the installation of new play equipment at Ravenswood Park, approve Resolution No. 2020-08, adopting a CEQA exemption, approving the project, and directing filing of the Notice of Exemption.

by: Director Graves

Second by: Director Mayer

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

G. DIRECTORS' REPORTS

None

H. MANAGER'S REPORT

None

I. GENERAL MANAGER'S REPORT

None

J. CORRESPONDENCE RECEIVED

None

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT

1. Adjourned at 7:21 p.m. to the regular meeting on May 6, 2020 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection on the Town's website www.todb.ca.gov."

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